

Rome, December 19th, 2016

Call for Applications - Mobility 2017-18

QTEM - Quantitative Techniques for Economics and Management - Masters Network Program

A. GENERAL RULES

This call is open to:

- 1) LUISS students enrolled in their **1st year** of the **Master's Degree in Economics and Finance**, majors in **Economics, Finance or Banche e Intermediari Finanziari**, in the Academic Year 2016-17. Selected students will spend abroad the 2nd year of the Master's Degree in Economics and Finance during the Academic Year 2017-2018;
- 2) LUISS students enrolled in their **1st year** of the **Master's Degree in Management**, major in **Corporate Finance**, in the Academic Year 2016-17. Selected students will spend abroad the 2nd year of the Master's Degree in Management, major in Corporate Finance during the Academic Year 2017-2018. Applicants should request to the student office to add the elective course of [Theory of Finance](#) of the Spring semester 2017 in their study plan;
- 3) LUISS students enrolled in the **3rd year** of the **Bachelor Degrees in Economics and Business** or in **Economia e Management** in the Academic Year 2016-17, who are willing to enrol in the Master's Degree in Economics and Finance or Corporate Finance¹. Selected students will spend abroad the 1st year of the Master's Degree in Economics and Finance or Corporate Finance during the Academic Year 2017-2018. Selected students will have to graduate by the Summer Session of the Academic Year 2016-17 (July 2017);
- 4) LUISS graduates (not graduated before July 2016) in Economics and Business or in Economia e Management who have not enrolled yet in the LUISS Master program in Economia e Finanza or Corporate Finance¹. Selected students will spend abroad the 1st year of the Master's Degree in Economics and Finance or Corporate Finance during the Academic Year 2017-2018;
- 5) 3rd year students (graduating by July 2017) and graduates (not graduated before July 2016) both from other LUISS Departments or other Universities in compliance with the minimum curricular requirements indicated in the LUISS Admission Procedures² for LUISS Master's Degree Program in Economics and Finance or Corporate Finance¹. Selected students will spend abroad the 1st year of the Master's Degree in Economics and Finance or Corporate Finance during the Academic Year 2017-2018.

¹ This is the new Master's Degree in Corporate Finance that will be launched in the Academic Year 2017-18.

² Once received the applications the previous academic background of this category of applicants will be evaluated on a case by case basis.

The **QTEM (Quantitative Techniques for Economics and Management)** Masters Network Program, hereinafter referred to as QTEM, offered by LUISS, is organized in cooperation with the following partner universities (<http://www.qtem.org/en/academic-partners>):

Country (city)	QTEM Academic Partner	Short name for QTEM
Australia (Melbourne)	MONASH University Monash Business School	MONASH
Belgium (Brussels)	Solvay Brussels School of Economics and Management ULB	SBS-EM
Canada (Montreal)	HEC Montreal Business School	HEC Montreal ³
China (Hangzhou)	Zhejiang University School of Management	ZHEJIANG
China (Xiamen)	Xiamen University School of Management	XIAMEN
Finland (Helsinki)	Hanken School of Economics	HANKEN
France (Nice)	EDHEC Business School	EDHEC
France (Paris)	Université Paris-Dauphine	DAUPHINE
Germany (Frankfurt)	Goethe-Universität Frankfurt Am Main Faculty of Economics and Business Administration	GOETHE
Japan (Tokyo)	WASEDA University Graduate School of Commerce and Graduate School of Economics	WASEDA
Marocco (Casablanca)	ESCA Ecole de Management	ESCA
Netherlands (Amsterdam)	Universiteit van Amsterdam Faculty of Economics and Business	UvA
Norway (Oslo)	BI Norwegian Business School	BI
Portugal (Porto)	Universidade do Porto FEP - School of Economics and Management	PORTO
Switzerland (Lausanne)	HEC Lausanne, Université de Lausanne Faculty of Business and Economics	HEC Lausanne
United Kingdom (Exeter)	University of Exeter Business School	EXETER

³ HEC Montreal will be open as a QTEM destination only for the **Spring semester 2018** and until further notice. HEC Montreal organizes an *ad hoc* compulsory course only for QTEM students during the Spring semester.

Selected students will have the possibility to attend two semesters of courses and take their respective exams at **two different universities** among the QTEM Academic partners mentioned above. If compliant with both universities' rules and conditions, as for credits envisaged, attendance, deadlines, academic integrity, etc., participating students will obtain the final **Master's Degree issued by LUISS**, plus the **QTEM Degree issued by the QTEM network**.

Selected students will spend abroad the whole a. y. 2017-18 at two different partner universities, and will be registered at LUISS during their stay at the partner universities. They will not be required to pay additional tuition fees at the partner universities, but they will continue paying tuition fees to LUISS.

Courses will be held in **English** at the partner universities. In specific cases the access to courses in the local language can be evaluated by the LUISS Academic Coordinator.

All expenses related to the participation in the program, notably transport, accommodation and food, administrative expenses, costs associated with securing a visa, medical/health/accident insurance, books and personal expenses, will be borne by students.

Exams passed at the partner university during the mobility period will be transferred to the LUISS career according to the QTEM study plan agreed with the students before the mobility. It is not possible to request an official renounce of the registration.

B. COMPATIBILITY WITH OTHER INTERNATIONAL PROGRAMS

B.1. Compatibility with the International Student Exchange program

Eligible students are **allowed to apply** to QTEM and the International Student Exchange program.

Students applying to both Calls who will be selected for QTEM must confirm their participation to QTEM within the established deadline as detailed in paragraph H. Acceptance.

If selected students confirm their participation to QTEM, they will be automatically excluded from the selection for the International Student Exchange program and will be removed from the candidates list.

If selected students do not confirm their participation to QTEM according to the rules explained in paragraph H. Acceptance, they will remain eligible for the International Student Exchange program.

Students that completed an International Student Exchange program in the previous academic years are eligible to participate.

B.2. Compatibility with Double Degree Programs

Eligible students are allowed to apply to QTEM and the Double Degree Programs available for their LUISS study plan. Should they be selected and confirm their participation to QTEM within the established deadline, they will be automatically excluded from the other Double Degree programs they have applied for.

If selected students do not confirm their participation to QTEM according to the rules explained in Paragraph H. Acceptance, they will remain eligible for the other Double Degree programs they have applied for.

C. AVAILABLE SLOTS

The total number of available slots for the a.y. 2017-2018 for QTEM is **up to twenty (20)**.

The Commission might decide, by its not disputable evaluation, to assign none or all or a part of the available slots.

D. PRE-REQUIREMENTS

Eligible students can apply if, by **February 3rd at 13.00**:

- They hold a **C1.1 in English language⁴** knowledge proved by:
 - **International Certificates:**
 - TOEFL min. 96/120 IBT
 - IELTS min. 7
 - Cambridge: FCE (First Certificate in English), min. grade A
 - BEC Vantage – ICFE
 - **University Certificate** (produced by an University Language Centre), or self-declaration printed from the web self-service;
 - **Bachelor Degree entirely taught in English;**
 - **International Secondary School Diploma.**

The following students are **exempted** from having to submit the aforementioned **language certificates**:

- Students enrolled in their third year of Economics and Business;
 - Economics and Business graduates;
 - Students from other universities who are completing/have completed a bachelor's degree program entirely taught in English.
- Students who submit the **GMAT certificate with a minimum score of 600/800** (a grade between 650 and 800 is strongly recommended) or an **equivalent GRE** (please refer to this website to find the table of equivalence http://www.ets.org/gre/institutions/about/mba/comparison_tool) will have **priority** in the selection.

Students who submit their application **without** presenting the GMAT/GRE certificate will be considered after the candidates who submit the GMAT/GRE in their application. These candidates will need to present the GMAT/GRE, if selected, at the latest by the **10th of May with the minimum score required**.

Should these candidates fail to hand in the GMAT/GRE certificate with the required score by the 10th of May, they will be automatically excluded from the program and will not be admitted into any mobility.

For categories 3) and 4) in paragraph A. General Rules, applicants also need to be willing and able to register to the Master's Degree in Economia e Finanza or in Corporate Finance (by completing the proper Student Office form and paying the first installment) by June 8th, 2017 and to enroll (by completing all remaining

⁴ The mentioned certificates should not be older than two years: older certificates will be evaluated by the International Development Office before being accepted. Alternative certificates of language knowledge might be evaluated by the Commission. In case a LUISS student does not have an English language level issued by the LUISS Language Center (CLA) and does not hold one of the requested certificates, the student has the possibility to take an *ad hoc* test at the Trinity School (Accademia Linguistica, Via dei Mille, 35) before January 25th, 2017. To register, please send an email to the CLA (cla@luiss.it, cc International Development Office international@luiss.it) no later than January 18th, 2017, at 13.00. During the test the use of dictionary or other translation tools is not permitted. For further information about the test and the language level, please contact the LUISS Language Center (CLA) cla@luiss.it.

procedures) by July 25th, 2017.⁵ These students will start their mobility during the 1st year of their Master's Degree in Economia e Finanza or Corporate Finance, a. y. 2017-18.

For category 5) in paragraph A. General Rules, applicants also need to be in compliance with the [Admission Procedure for LUISS Master's Degree Programs](#)⁶ in Economia e Finanza or in Corporate Finance. These students will start their mobility during the 1st year of their Master's Degree in Economia e Finanza or in Corporate Finance, a. y. 2017-18.

Students who have a **GMAT** certificate with a total score of 660 and above or a **GRE** certificate with a total score of 152 (both Quantitative and Verbal) are exempted from the LUISS admission test.

LUISS students will be able to participate only if they are in regular time frame and have no pending administrative issues with LUISS.

E. APPLICATION PROCEDURE

The application deadline is **February 3th, 2017 at 13.00**.

In order to apply, LUISS students must complete the application form and upload the required attachments in the web self-service area of the LUISS website. Only applications accompanied by all documentation and received by the application deadline will be considered.

Non-LUISS students must send by email the application form duly filled out and signed, with the required documents, to LUISS' International Development Office. The applicant's files must be sent in PDF format within the deadline to the following email address: international@luiss.it.

Applicants will be required to select and rank, according to their preference and the academic offer of the partner universities, all **destinations** among the QTEM partner universities. Students must check the courses offered by the partner universities on the [QTEM course](#) database and rank the destinations on the basis of such courses. Applicants are required to **rank destinations taking into account the compatibility with the LUISS' academic offer**, based on their Master Degree, major and year of mobility.

F. SELECTION

An Academic Commission nominated by the Deans of the Department of Economics and Finance and Business and Management will select students on the basis of a **non-disputable evaluation**. The Commission can also include representatives of QTEM Corporate Partners.

The selection follows a 3-step process:

Step 1: Eligible candidates will be ranked according to their **GMAT/GRE score** and their dossiers will be evaluated considering the analysis of their **academic performance** (percentage of obtained credits/obtainable credits and weighted average grade, each weighting 50%), the English language proficiency, the analysis of the motivation letter and curriculum vitae. The Commission will rank eligible students and create the short list for the next step. The academic performance will be calculated on the basis of the data available to the Student Office by the deadline of the call. Candidates are responsible to check its accuracy in due time.

⁵ LUISS students with a weighted average grade lower than 26.50 must pass the LUISS Admission Test on March 24th, 2017 in order to comply with the admission requirements for the LUISS Master's Degree. Applications from students with a grade lower than 26.50 who have not taken or who have not passed the Admission Test in March can be rejected.

⁶ Once received the applications the previous academic background of this category of applicants will be evaluated on a case by case basis.

In case of ex aequo, previous international mobility experiences, internship experiences, the Bachelor final grade (if available) and knowledge of other languages will be considered.

Only for LUISS students taking part in an international mobility program (Erasmus, Exchange) during the 1st semester of the a. y. 2016-2017 for whom the grades have not yet been registered into their student careers⁷: the average grade considered for this selection procedure will be the one prior to their departure for the mobility program.

Please note that the academic performance will not take into account credits for Other Activities (including internships).

Step 2: An **interview**, which will be held partially or totally in English, will be carried out by a member/members of the Academic Commission and the International Development Office; additional members from the QTEM Corporate Partners may take part to the interview. The interview will focus on motivation and student background and is a key part of the selection process. In case a candidate is not considered suitable for the program, he or she will not be selected regardless of the academic performance, the positioning in the applicant's rankings and the number of available slots.

Step 3: LUISS will select up to 20 students and the names of these students will be communicated to QTEM's Central Office (QTEaM) that will rank students also considering the candidates selected by the other QTEM partner universities. The QTEaM will assign the destinations for the Fall semester (a.y. 2017-18) to selected students by March 2017. Destinations for the second semester will be available at a later stage and selected students will be asked to rank again the available destinations for the Spring semester (a.y. 2017-18).

G. PUBLICATION OF RESULTS

The selection results will be communicated by e-mail to the applicants by **February 13th 2017 (TBC)**.

H. ACCEPTANCE

Selected students will be required to confirm their acceptance through written notification **within one working day** from the publication of results.

In case of refusal or missing notification by the deadline, the following candidate in the waiting list will be recalled. Recalled students will be required to confirm their participation by written notice within one working day.

Every refusal received after the established deadline will be transferred to the Vice Rector for Teaching who will evaluate its motivations with the Dean of the Department and the Director of Teaching and Research, and will inform the Graduation Commission of those refusals deemed not properly motivated.

I. ADDITIONAL POINTS

The participation to QTEM will provide additional points to the Final Grade of the Master's Degree, according to [LUISS rules](#).

⁷ The registration of the exams taken during the mobility period depends primarily on the partner universities timing.

J. FURTHER INFORMATION

J.1 Contacts

International Development Office

Email: international@luiss.it

Phone: 06/8522.5533

Academic Coordinator

Prof. Valentina Meliciani

Email: vmeliciani@luiss.it

J.2 QTEM Credits

Selected students are expected to cover abroad two semesters of courses as required by their LUISS career and, therefore, they will need to agree on an *ad hoc* study plan with the Academic Coordinator before departure.

All QTEM students should successfully complete a minimum of **50% ECTS** of highly quantitative or semi-quantitative courses during their 2 years of Master's program (not counting the credits for the thesis), including a minimum of **22 ECTS** of highly quantitative or semi-quantitative courses on average per QTEM exchange.

J.3 QTEM Modules

Among the whole 2 years of Master's program, students will need to take a minimum of **20 ECTS** within the same QTEM Module in order to be awarded the QTEM Degree. The maximum number of QTEM modules that can be awarded is 2. The available QTEM Modules are the following:

QTEM Modules	QTEM sub-Modules (as per the QTEM course database)
Finance and Risk Management	<ul style="list-style-type: none"> • Controlling & Accounting • Finance - Actuarial Sciences • Finance - Banking and Management of Financial Institutions • Finance - Corporate Finance • Finance - Financial Markets and Derivatives • Risk Management
Applied Economics and Public Policy	<ul style="list-style-type: none"> • Microeconomics, Contract & Auction Theory • Policy-Making, Regulation and Pricing • Tax Management and International Optimization Strategies • Macroeconomic Models and Forecasting, Computational Economics
Innovation and Strategy	<ul style="list-style-type: none"> • Entrepreneurship • Strategy; Industrial Organization; Applied Game Theory
Marketing and Supply Chain	<ul style="list-style-type: none"> • Marketing and Sales • Supply Chain, Operations and Logistics Management
Business Intelligence and Big Data	<ul style="list-style-type: none"> • Quantitative Techniques & Tools • Business Intelligence

In order to obtain the QTEM Degree, students will also need to undertake an **internship of minimum 300 man-hours** which can be carried out either in a top multinational company from the QTEM Corporate Partners' network, or in any multinational corporation/institution proposed by the selected student. Students undertaking the internship, which can be carried out in Italy, in a QTEM country or in a country outside the QTEM network, will need to deliver a final report, necessary for the obtainment of the QTEM Degree.

Please note that, according to the QTEM rules, the internship may be carried out during or after the 2 years of the Master Degree Program with at least 2 consecutive weeks, but the final definition of the type of collaboration will be agreed between the company and the QTEM participant. An online QTEM internship form and report will also be validated as a QTEM activity and will be necessary for the issuing of the QTEM Degree.

The Academic Coordinator will evaluate on a case by case basis the possibility to recognize a long-term internship (600 man-hours, full-time TBC) taken abroad to replace the second exchange.

K. CHECKLIST AND DATES TO REMEMBER

Application Deadline	February 3th 2017, at 13.00
Deadline to register to the English Language Test	January 18th 2017, at 13.00
Selection Interviews	February 10th 2017, room 305A
Selection Results	By February 13th 2017, TBC
Confirmation of participation ⁸	Within one working day
Confirmation of the destinations for the Fall semester a.y. 2017-18 from QTEaM	March 2017, TBC
LUISS Admission Test	March 24th 2017
Orientation meeting for the Fall semester	April 2017, TBC
Deadline for submitting the final GMAT/GRE score, for selected students who handed in the application without the GMAT/GRE certificate	May 10th 2017

L. ATTACHMENTS REQUESTED IN THE ONLINE APPLICATION (all documents must be in English)

1. Language Certificates and/or self-declaration printed from the web self-service;
2. GMAT/GRE certificate, if available;
3. Curriculum Vitae;
4. ID Card or Passport, valid for the destination selected;
5. Motivation letter;
6. Photo in JPG Format;
7. Other certificates (optional).

Only for LUISS students taking part in an international mobility program (Erasmus, Exchange) during the 1st semester of the a. y. 2016-2017 for whom the grades have not yet been registered into their student careers:

⁸ Please note that this confirmation is for the program. The ranking of the destinations of each selected student will be handed in to the QTEaM secretariat which will assign the destination by March 2017 TBC.

1. A self-declaration by the student indicating the exams passed at the partner university and the proposed recognition in the LUISS student career;
2. Print-out/Screenshot of exams passed at the partner university during the mobility program, if available

These documents will only be used for this selection process. For the formal recognition of credits and grades into the LUISS student career please refer to the relevant procedure.

NB: The attachments must be readable, scanned and not photographed, and named as follows: DOCUMENT_SURNAME_PROGRAM (e. g.: PASSPORT_ROSSI_QTEM).

Non-LUISS students and graduates: please refer to the application form.



Please note that the APPLICATION must be completed through the web self-service.
Please also see **HOW TO COMPLETE THE ONLINE APPLICATION**